DACC NCA-HLC Self Study
Criterion Two: (Preparing for the Future)
Committee Meeting Minutes
Date: 10/10/06
Location: MM 188

“Criterion Statement: The organization’s allocation of resources and its processes for evaluation and planning demonstrate its capacity to fulfill its mission, improve the quality of its education, and respond to future challenges and opportunities.”

Present: Suzie Hobick, Debbie Knight, Susie Landers, Sarah Robison, Janet Redenbaugh

Agenda/Objectives
- Review and continue discussion on Criterion Two General Statement
- Brainstorm “Examples of Evidence for Four Core Components
- Discussion Summary

Those in attendance discussed the morning presentation by Dr. Robert Appleson. The committee was in agreement that we need to determine what data our committee would find useful and gather that information first. It was suggested that we examine each core component individually and brainstorm about what data would assist us in addressing that issue, realizing that there will probably be data that will be helpful in more than one core area. The following ideas were offered as possible sources for “examples of evidence”.

Core Component 2a:
The organization realistically prepares for a future shaped by multiple societal and economic trends.
Vermilion Advantage – local demographics, job trends, educational levels, housing, state, national and global trends, etc.
Labor Management Council
Board of Realtors
2000 Census Data
Student Support Services data used in grant applications
Technology Plan

Core Component 2b:
The organization’s resource base supports its educational programs and its plans for maintaining and strengthening their quality in the future.
Faculty Survey (i.e. satisfaction with travel allotment, support for innovation, salary, benefits, general input into budget, etc.)
College Master Plan
Human Resources – faculty credentials, employee demographics, full-time/part-time status, etc.
Costs of various college programs
Core Component 2c:
The organization’s ongoing evaluation and assessment processes provide reliable evidence of institutional effectiveness that clearly informs strategies for continuous improvement.
Enrollment figures
Program review
Retention reports
Faculty and staff evaluations
Course evaluations
Continuous Quality Improvement process
Budget analysis

Core Component 2d:
All levels of planning align with the organization’s mission, thereby enhancing its capacity to fulfill that mission.
Budget process
Strategic plan
Board retreat minutes and board minutes
Human Resources training initiatives
Inservice agendas

- Key Questions/Statements
  How many years back should we go in collecting data, so that we will be able to target trends that would allow us future projections?
- Resources
- Data
- Participants
- Action Steps and Activities
  Sarah Robison – contact Vicki Haugen about demographic information for city, county, state, nation, and job trends
  Susie Landers – contact Rebecca Schlecht and schedule for December meeting if possible
  Debbie Knight – contact Gail Morrison and schedule for November meeting to speak about budget process; speak with Mike Cunningham about obtaining a copy of Master Plan
  Suzie Hobick – get copies of Tech Plan and inservice agendas
  Janet Redenbaugh – get copies of Strategic Plan
  All committee members – prepare questions for November meeting with Human Resource Director Rebecca Schlecht

Meeting Adjourned: 3:35 pm

Next Meeting: Date/Time/Location
November 6, 2006 / 1:00 pm / Laura Lee

Note: Number pages and send to Lynn Brauninger at lbraunin@dacc.edu